

Dear Coaches and Students,

To participate in the tournament, both students and judges will need to install the desktop version of Zoom for their laptop/PC and create a Zoom account under their name. Please, refer to [Zoom website](#) to do this. We ask that all the teams are present at 10:30 so that all the troubleshooting can be run before the tournament.

When you register your team by reaching back to Mr. Weis via email, we will provide you a link to the main Zoom meeting and codes for both judges and competitors. When you arrive at the tournament using that link, we will spend about 30 minutes on troubleshooting and checking attendance. Before you come to the tournament, you are responsible for checking that your video and audio work properly. Both participants and judges are required to have a working web-camera.

After the brief opening of the tournament, the main meeting will be separated into two breakout groups: one for competitors, and one for judges.

The students will be given a link to the spreadsheet which will contain the schedule with their codes and links to their rooms which all will be separate Zoom meetings. We will be running about 7 zoom meetings at the same time - one is the main meeting which will act as a waiting room for the participants, and the rest will be the competition rooms with judges.

The judges will be given a link to a similar spreadsheet with the names of the participants, the order in which they will be speaking, the link to the room where they will be judging and the links to the electronic ballots. The judges will then be instructed on how to work with electronic ballots. During the initial meeting, both the process of filling out electronic ballots, and the appropriate times to fill them out will be explained.

Then, both the competitors and the judges will leave the initial meeting and join the room they were assigned. After that, the round will start.

During the round, NMH will not provide timekeepers. Thus, since there are at least two judges in the room, one of them can keep time and communicate it with the other judge(s). Students are not allowed to keep their time on their phones, but they can keep their time using their watch.

After everyone has finished the round, the competitors will be asked to leave the room with the judges and join the main tournament meeting where they shall remain during the break while judges are filling the ballots. Their waiting period will be determined by how long it takes all judges to fill out ballots. After all the judges finish, a person from the tab room will enter the main tournament meeting and invite students to join their rooms for the next round. Thereafter, the participants leave the main meeting and join in their rooms for the next round.

The second and the third rounds will proceed in a similar manner. After the last round, students will be asked to leave the room, go to the main meeting and remain there awaiting the results of the tournament.

Once the results are tabulated, NMH Debate Coach, Peter H. Weis will enter the meeting and declare the winners. The ballots and the commentaries will be sent to the coaches shortly after the tournament, they can then share them with the competitors.

### **Preventing Cheating and Dishonesty**

We are not College Board, and we will not rely solely on the integrity of the participants. Throughout the tournament, students are not expected to (i.e. are prohibited from):

- disable video while in the competition room;
- disable audio while in the competition room (yes, we do ask that everyone finds a quiet spot in their residence for the day in order to participate in our tournament);
- type, share the screen, or **at all use their computer (for the purposes other than Zoom) or any electronic devices** while in the competition room (this is the reason for us prohibiting use of cellphones as timing devices).

Should any suspicion arise, participants may be asked to stand up and deliver their speech standing on some distance from the computer. The distance will be decided on a case by case basis so that the competitor is both heard and cannot see the screen. In case of disputes, in their spreadsheets, both judges and students will be given a link to a specific Zoom meeting where one of the administrators of the tournament is available tournament-round to resolve the dispute.

This letter should have answered most of the questions you had about the tournament, but if you have any additional moments you'd like to clarify about the technical proceeding of the tournament, please feel free to email [DOzernyi20@nmhschool.org](mailto:DOzernyi20@nmhschool.org).

On behalf of the Society,  
**Daniil Ozernyi** | NMH Debate Officer  
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